

# 15 December 2000

## From OHRAB

Minutes, Ohio Historical Records Advisory Board Meeting, 15 December 2000, Ohio Historical Center, Columbus

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Board members present: Roland Baumann, Keith Corman, Barbara Floyd, Raimund Goerler, Ronald Koettters, Michael Lucas, Julie McMaster, George Parkinson & Carol Tomer

Board members not present: Gary Ness, James Oda

Staff present: Charles Arp, Matthew Benz, Laurie Gemmill, Angela O'Neal, and Judy Walker

Guests present: David Larson

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Deputy State Coordinator George Parkinson called the meeting to order at 10:00 a.m. He then welcomed the board and made opening remarks.

The Board members provided brief institutional and regional updates. Barbara Floyd spoke on recent staff changes at the Special Collections Department of the University of Toledo Library. As its sole employee, Floyd has established "by appointment only" hours. Raimund Goerler informed the Board that in January architects would be conducting a feasibility study for proposed restorations and renovations of the Ohio State University Main Library. Plans call for Special Collections to be housed in the new space. Fund-raising will be conducted for the projected ten year, \$100,000,000 project. He mentioned that Ohio Memory Project team would be meeting with the OSU curatorial staff in the coming months.

Julie McMaster reported that the Toledo Museum of Art is planning for its Centennial in 2001. The Archives Department is fully engaged in the efforts, helping with exhibits and a television documentary. As a result she has hired an assistant to help with the work and believes that renewed interest in the archives points to a productive future. It was noted that an NHPRC grant helped to establish the Archives. There are also plans for an architectural firm to design a new glass museum that might include space for the Archives

Ronald Koettters, a trustee of the Cincinnati Museum Center, described its fiscal outlook as improving on several fronts. In particular, the CMC sold its old museum site and purchased property next to the Museum Center that will provide storage space. George Parkinson reported that the Ohio Historical Society and the National Underground Railroad Freedom Center in Cincinnati are planning to digitize the Wilbur H. Siebert Underground Railroad papers. This project includes conservation of the narrative accounts of participants and related materials. Parkinson also mentioned a recent recognition of the African-American Experience in Ohio: 1850-1920. This online database of primary sources, an overview of Ohio African American history, was made possible by the generous support of the Library of Congress and Ameritech. The Civil War on the Web: The Guide to the Best, written by William G. Thomas and Alice Carter (Scholarly Research Inc, 2000), lists it as one of the ninety-five best sites on the Civil War.

Carol Tomer described an inventory of the art collection at the Cleveland Clinic, being conducted by her and other

archive staff. Roland Baumann announced that Ken Grossi, formerly with Ohio State University Archives and past president of the Society of Ohio Archivists, had been promoted to Associate Archivist at the Oberlin Archives. Baumann is working on a publication titled *Anthology of Black Education at Oberlin*, which will be available in print as well as online. A major collection was accessioned, the business papers of Bayer Diagnostics and its predecessor entities (Gilford Diagnostics, Ciba Geigy, Ciba Corning, and Chiron Diagnostics).

Michael Lucas, State Librarian of Ohio, reported that the State Library closed in November as the staff prepares for the move to a remodeled old Jeffrey Mining Company building, 274 East 1st Ave., Columbus, OH. Lucas indicated that the library would re-open at the new site on 29 January. He also encouraged Board members to visit the new location and mentioned that meeting rooms will be available for future OHRAB meetings.

Laurie Gemmill showed examples of materials that had been submitted for consideration in the Ohio Memory Scrapbook, following thirteen workshops held around the state that were attended by approximately 236 representatives from 174 interested archives, libraries, and museums, and other historical agencies. The staff is setting appointments to examine some of the larger collections that have been offered. It was explained that they were identifying target regions of the state for which material is still needed as well as additional subject matter. In following up the discussion at the October meeting on the board's role with the project, a list of workshop attendees was provided to the Board so that it might work with potential participants.

There were suggestions to further engage the Board in the project. Floyd and Goerler agreed to take the lead in contacting educational institutions. Koetters will coordinate with the Cincinnati Museum Center, and Tomer will contact the Cleveland Archival Roundtable. Parkinson suggested that the project consider documenting library history in Ohio.

Judy Walker briefed the board on the status of the Joint Electronic Records Repository Initiative [JERRI], a cooperative project between the Ohio Department of Administrative Services, the Supercomputer Center at the Ohio State University, the State Library of Ohio and the Ohio Historical Society. Its goal is an electronic records archive for the State of Ohio. The NHPRC has provided informal notification of a conditional grant of up to \$100,000 for JERRI. The award is contingent on additional funding from the State and revisions in the work plan. On 4 December, the JERRI partners met and signed the following:

The Ohio Department of Administrative Services, the Ohio Historical Society, the State Library of Ohio and the Ohio Supercomputer Center affirm their mutual support for the Joint Electronic Records Repository Initiative. The goal of this interagency partnership is to collaboratively develop an electronic records repository that will preserve and provide access to the state government's electronic resources with enduring value.

The four sponsoring agencies agree to jointly seek adequate funding in the next Biennial State of Ohio budget to formally establish an electronic records archives effective July 1, 2001. This memorandum of understanding serves to ratify the financial participation goals of each agency for at least the next fiscal biennium during which time the electronic archives will be developed.

Walker reported that State Archives staff will be working with the Minnesota Historical Society and the San Diego Supercomputer Center as well as others on establishing educational workshops to train archivists on electronic record archival issues.

Charles Arp briefed the Board on efforts to work with Legislators on creating a schedule of retention for the records of out-going members. This is critical as term limits are in effect and over forty representatives will be leaving the Legislature. Drafts of a general schedule have been shared with the Speaker of the House and pending approval of legal counsel, the State Archives Department hopes to have the schedule in place soon.

The Board took up the issue of revising its plan, a proposal on hold until Board appointments were current. It was agreed to re-activate the sub-committee, replacing Dembo (who resigned in April) with Goerler. The sub-committee was asked to organize a retreat for the spring of 2001 and to report back to the board at its February meeting.

The board then approved with changes the minutes from the 13 October Meeting.

The Board received a written progress report on Archives Week prepared by George Bain. (See attachment) Julie McMaster agreed to serve as OHRAB liaison to Archives Week.

The Board discussed a preliminary outline of Ohio University's proposal for an NHPRC grant to process the records of the Columbus/Hocking Iron & Coal Company.

Parkinson then gave a brief report on recent activity at the NHPRC.

The Board examined the Procedures Governing Records of State Agencies Transferred to the State Archives of Ohio. Arp will be contacting Board members for reaction and will be meeting with the Society's attorney to formalize the new rules.

The meeting was adjourned at 12:00.

Respectfully submitted,

George Parkinson

Deputy State Coordinator

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